

Retention and Classification Report

Agency: Insurance Department. Insurance Fraud Division (2766)

230 South 500 East
Salt Lake City, UT 84102
877-372-8315

Records Officer Diane Candelario

20558 Assessment records

AGENCY: Insurance Department. Insurance Fraud Division

SERIES: 20558

3

TITLE: Assessment records

DATES: 1995-

ARRANGEMENT: Chronological by assessment year, thereunder alphabetical by insurer's name.

ANNUAL ACCUMULATION: 1.00 cubic foot.

DESCRIPTION:

This series contains invoices and payment records for annual assessments levied to all insurers licensed by the Department of Insurance. Assessments are levied under authority of UCA 31A-31-108 (2004). Revenue generated by these assessments is used to fund the department's Insurance Fraud Division. Invoice and payment information from this series is entered into the Insurance provider regulatory database (Series 17040) which then becomes the primary source for this information.

RETENTION:

Retain 1 year after contents are entered into agency database.

DISPOSITION:

Destroy.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series were specifically approved by the State Records Committee.

APPROVED: 06/2005

FORMAT MANAGEMENT:

The retention and disposition information on this schedule applies to the record copy which can be in any format. The record copy can include different formats. Format management information provided here is for the purpose of managing records that are being either stored by or transferred to Utah State Archives.

Paper: Retain in Office for 1 year after contents are entered into agency database and then destroy.

AGENCY: Insurance Department. Insurance Fraud Division

SERIES: 20558

TITLE: Assessment records

(continued)

APPRAISAL:

Administrative Fiscal

PRIMARY CLASSIFICATION:

Public